

UNIVERSITY OF TORONTO

The Provincial University of Ontario



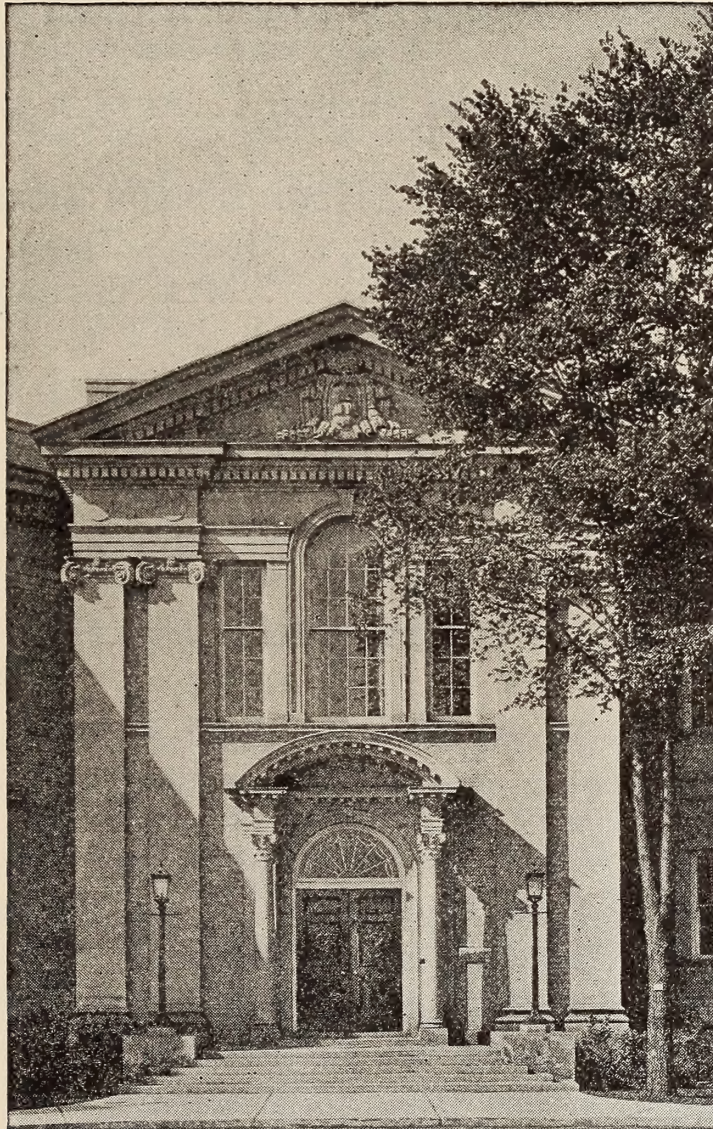
BULLETIN

OF THE

DEPARTMENT OF UNIVERSITY
EXTENSION

UNIVERSITY OF TORONTO
The Provincial University of Ontario

BULLETIN
OF THE
DEPARTMENT OF UNIVERSITY EXTENSION



SIMCOE HALL—UNIVERSITY OFFICES

All correspondence regarding University Extension should be addressed to W. J. DUNLOP, Director, University Extension, University of Toronto, Toronto 5, Canada.

June 15th, 1928.

ADMINISTRATIVE OFFICERS

THE UNIVERSITY

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DEPARTMENT OF UNIVERSITY EXTENSION

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<i>Director</i>	W. J. DUNLOP, B.A., B.PAED.
<i>Secretary</i>	MISS H. M. LATTER, B.A.
<i>Supervisor, Correspondence Courses and Evening Classes</i> .	B. W. SHARPE, B.A.
<i>Supervisor, Occupational Therapy Course</i>	FLORENCE L. WRIGHT
<i>Supervisor, Graduate Nurses' Course</i>	GLADYS HISCOCKS

The teaching profession is becoming in Ontario more and more attractive to ambitious men and women who are willing to continue to improve their qualifications. Progress in academic and professional status is more essential now than at any previous period. If one is to be prepared to accept higher and more responsible positions it is necessary that every opportunity to add to one's education be taken advantage of. The Department of University Extension is very willing to be of service in providing such opportunities.

THE TEACHERS' COURSE

(This Course leads to the degree of Bachelor of Arts)

First Year: English, Latin, French, History or Trigonometry, Mathematics (Algebra and Geometry), Science (one of Botany, Zoology, Chemistry, Physics), or one of Greek, German, Italian, Spanish.

(These subjects should be taken in the Upper School or Honour Matriculation Course. First Year French is offered in each alternate Summer Session. The Teachers' Course begins ordinarily with the Second Year. Candidates heretofore admitted have held for the most part Senior Leaving, Faculty Entrance, Upper School, or Honour Matriculation certificates).

Second Year: English or Mathematics, French, Science, History, Psychology or Political Economy.

Third Year: English, French or Mathematics, Science, History, Ethics or Political Economy.

Fourth Year: English, French or Mathematics, Science, History, History of Philosophy or Political Economy.

A student who chooses Mathematics, or Political Economy, or the philosophical group of subjects must take the subject or group chosen throughout the three years, *i.e.*, the sequence provided by these subjects cannot be broken.

On account of the amount of reading involved, a student is not allowed to take History of any two years in the same session.

The Sciences of the Second, Third, and Fourth Years may be chosen from Astronomy, Botany, Chemistry, Geology, Physics, and Zoology, one for each year. The three sciences chosen may be taken in any order, and each science provides equal university credit, no matter in what year it may be taken. Not more than one science can be taken in one session. The arrangement is as follows:

Teachers' Classes, 1928-29: Geology and Physics.

Summer Session, 1929: Physics and Geology.

Teachers' Classes, 1929-30: Chemistry and Zoology.

Summer Session, 1930: Chemistry and Zoology.

Teachers' Classes, 1930-31: Botany and Astronomy.

Summer Session, 1931: Botany and Astronomy.

Teachers' Classes, 1928-29 (September to April)

The following subjects will be offered:

Second Year: History, Ethics, Geology, Physics, Political Economy.

Third Year: French, Ethics, Physics, Geology, Mathematics.

Fourth Year: History, Ethics, Political Economy, Geology, Physics.

Summer Session, 1929 (July 2nd to August 10th)

The following subjects are offered:

First Year: French.

Second Year: History, Ethics, Political Economy, Physics, Geology.

Third Year: History, French, Mathematics, Ethics, Physics, Geology.

Fourth Year: History, Ethics, Physics, Geology, and any other subject for which a reasonable number of applications is received.

Teachers' Classes 1929-30 (September to April)

The following subjects are offered:

Second Year: English, French, Chemistry, Zoology, History of Philosophy, Mathematics.

Third Year: English, History, Political Economy, Chemistry, Zoology, History of Philosophy.

Fourth Year: English, French, History of Philosophy, Chemistry, Zoology, Mathematics.

Summer Session, 1930

The following subjects will be offered:

Second Year: English, French, Chemistry, Zoology, History of Philosophy, Mathematics.

Third Year: English, Political Economy, Chemistry, Zoology, History of Philosophy.

Fourth Year: English, French, Chemistry, Zoology, History of Philosophy, Mathematics, and other subjects for which a reasonable number of applications is received.

The above programmes are, of course, subject to change if it should happen that twenty or more students should wish to take a subject not mentioned in the list for some Summer Session or for some winter session.

Fees

(These apply to both Teachers' Classes and Summer Sessions)

Tuition—Each subject.....	\$15.00
For admission by certificate to the Second Year.....	15.00
For admission <i>ad eundem statum</i>	10.00
Correspondence work, per subject.....	3.00
For the degree of Bachelor of Arts.....	10.00

Examinations—\$2.00 each subject. If a student fails on an examination in any subject, a fee of \$5.00 must be paid for each subsequent examination in that subject.

Laboratory—For Practical Work in the laboratory, a deposit fee is required at the beginning of the session to cover breakages. All, or part, of the fee is returned at the close of the term according to the value of the breakages.

It should be noted that the admission fee is, of course, paid only on entering. There is no other fee of this kind and no registration fee at any time. [The fees listed above apply only to the Teachers' Course and have no reference to other courses mentioned in this BULLETIN.]

Admission

Applications for admission to the University are to be made on the special forms provided and must be accompanied by all secondary school certificates held by the applicant. Certificates should be sent by registered mail; they are returned as soon as their purpose has been served.

Examinations

The examinations will be held, in Ontario, at the time of the regular University examinations in September and in May and, at the request of teachers and others taking the course, examination centres may be arranged as near as practicable to the homes of those writing.

Teachers' Classes

For many years Teachers' Classes have been carried on in Toronto, lectures being given in the late afternoons, on Saturday forenoons, and on Friday evenings. In Hamilton these Teachers' Classes have been conducted for the past seven years, chiefly in the evenings and on Saturday forenoons. Teachers who join these classes take lectures throughout the session and write their examinations in May, so that all the work in the subject or subjects taken is finished at that time and attendance at the Summer Session is not required. The regulations governing these classes, as laid down by the Senate of the University of Toronto are as follows:

The University of Toronto is very anxious, up to the limit of its powers as determined by its finances and the size of its staff, to aid persons who are in employment during the day to secure education of university grade, and will go a long way to provide credit for those

proceeding to a degree, provided always, however, that the University retains full control of its own standards and of its staff. Therefore, the University is prepared to offer instruction and admission to examinations to students belonging to any organization in any locality in the Province under the following conditions: (1) the class must consist of not fewer than twenty members; (2) the fees paid by each student must be the same as those paid by students in the Teachers' Course; (3) the organization making application for such a class must collect the fees from every student and forward these fees to the University within the time limit stipulated in the case of students in the Teachers' Course; (4) the University will select and pay the members of its staff who give the tuition; (5) such class or classes may be held in classrooms supplied by the organization concerned, provided the equipment and library facilities are suitable, in the judgment of the University, for the work of such class, or classes; (6) the tuition given to such class or classes shall be of the same character as that given to students in the Teachers' Course; (7) the number of such classes shall be determined by the ability of the University to provide this instruction; (8) unless otherwise expressly stated in this section such class or classes shall be governed by the regulations at the time governing classes in the Teachers' Course.

The opportunity offered by Teachers' Classes is highly valued by those who can take advantage of this service; so much so that the enrolment in Teachers' Classes is usually larger than that of the Summer Session. Those who live near centres where these classes are in operation are advised to make use of them.

Preparation by Correspondence

Special attention is called to the fact that correspondence work must precede or follow the work of the Summer Session in any subject. This rule has been laid down because the time available for study during the Summer Session is necessarily brief. Application for correspondence work should be made as early in the autumn as possible. Application forms are supplied on request.

Regulations Governing the Teachers' Course

1. This course is open to persons actually engaged in teaching and to such others as have been approved by the Council. In all cases application for admission must be made to the Registrar of the University through the Director of University Extension. Only under exceptional circumstances will a candidate be allowed to attend classes in more than three subjects during one session of the Teachers' Course.

2. A student proceeding to the degree shall on or before *October 1st* of each year submit a statement of the work which he proposes to take (a) in the Teachers' Classes or (b) under supervision preparatory to the Summer Session, and on or before *May 15th* of each year, a similar statement of the work he desires to take during the Summer Session.

3. A student will receive credit for each subject in which he secures fifty per cent.

4. A student will not receive credit for a subject of a higher year until he has passed the examination of the lower year in the same subject. He may, however, be a candidate for examination in the work of two successive years in the same subject.

5. A student who has not been granted complete First Year standing may not enter upon the work of the Third Year, nor a student who has not been granted complete Second Year standing, upon the work of the Fourth Year.

6. Pursuant to Section 124 of the Revised Statutes of Ontario, 1913, in the case of a candidate for the degree of Bachelor of Arts, registered in the Teachers' Course, enrolment in one of the Arts Colleges shall not be necessary.

7. Instruction during the regular session will be given as far as possible to meet the convenience of the members of the classes residing in Toronto and its immediate vicinity. Instruction during the regular session is also provided, as far as possible, in other centres in the Province where a sufficient number of teachers, or others employed during the day, may be enrolled.

8. The Summer Session is held during July and a part of August, and is open (a) to persons engaged in teaching, (b) to such others as have been approved by the Council of the Faculty of Arts, and (c) to regular students who have failed to receive credit in one or at most two subjects of the Pass Course, provided always that instruction in such subjects has been arranged for at that Summer Session.

9. The work of the Second, Third, and Fourth Years of the Teachers' Course may be covered in five years, and will involve (a) attendance on Teachers' Classes during four regular sessions or (b) attendance for four Summer Sessions and supervision during four regular sessions.

10. Instead of completing his course under this plan a candidate proceeding to the degree is advised to attend the regular courses of instruction in the Fourth Year, in which case the fourth Summer Session is not compulsory. Students are advised to acquaint themselves with the regulations of the Department of Education respecting High School Assistants' certificates.

11. A candidate will not be allowed to present himself for examination in any subject until he has attended one Summer Session and has had supervision of his work during one academic year, or until he has attended Teachers' Classes in that subject during one regular session or until he has completed the necessary minimum of attendance. See Section 9.

12. Supervision of work should precede the Summer Session but, as such supervision may follow class instruction, assistance in the work of either group of the Second Year or of the Third Year will be provided.

13. When a candidate fails to secure credit in a Pass subject, other than English or a Science of the Second, Third and Fourth Years, because of a deficiency in term marks he must either (1) earn a new term mark under conditions to be determined by the staff in the subject, and repeat the examination or (2) make up the deficiency of term marks by obtaining a corresponding increase in his examination marks.

14. A candidate whose term work in English is deficient, or who obtains less than fifty per cent. of the marks assigned to the term work in any one of the Pass Sciences of the Second, Third and Fourth Years must obtain a satisfactory term mark under conditions to be determined by the staff concerned, and subsequently must pass a supplemental examination in the subject.

When students fail in a subject they should make sure of the content of that subject before writing the examination a second time. The curriculum may change any time and the only safe guide is the Calendar for the current academic year.

SPECIALISTS' CERTIFICATES

Teachers who have secured the B.A. degree in the Teachers' Course, as well as graduates in Arts in the Pass Course and teachers holding degrees in Applied Science and Engineering and in Agriculture, should write to the Registrar, University of Toronto, if they wish to proceed for specialists' certificates, stating when and in what course they graduated and in what department they desire to become specialists. Each will then receive a definite statement of the additional work required and also a copy of a pamphlet giving full details.

Fees

For instruction in the Summer Session.....	\$40.00
For assistance by correspondence, per subject.....	10.00
For examination, per subject, \$5.00; maximum fee.....	10.00
Laboratory fee in science courses.....	5.00
[These fees apply to Honour Subjects only.]	

INSPECTORS' CERTIFICATES

Teachers who have graduated in the Teachers' Course and who wish to obtain the qualifications necessary for the Public School Inspector's certificate should write to the Deputy Minister, Department of Education, Parliament Buildings, Toronto, for a copy of a circular recently published. They may then ascertain from the Registrar of the University of Toronto whether they secured in the Arts course the standing outlined in the circular mentioned above and, if not, what additional work is required.

GENERAL NOTES

1. The Department of University Extension undertakes to answer fully, courteously, and promptly, all enquiries relating to the Teachers' Course, or any other course outlined in this BULLETIN. No one interested should hesitate to write for any further information that may be required.

2. When writing for information, give full particulars of present academic standing, previous education, and certificates held. The giving of information is greatly facilitated if definite questions are asked on the exact points that are not understood. This office has no objection to long letters.

3. A teacher who decides to enter upon this course should write to the Extension Office for a form of application for admission to the University. On receipt of this form fill it in carefully, neatly, and accurately (the signature of the Headmaster on page 3, which it may be difficult or impossible to secure, is not necessary) and return it, with all Departmental or academic certificates, and the admission fee of \$15.00, by registered mail, to the Director of University Extension. A statement of the standing granted the applicant will then be secured from the Registrar of the University and will be forwarded in due course.

4. The Department of University Extension issues each year bulletins of educational interest, also circulars regarding short courses, tutorial classes, lectures, etc., arranged for the general public. Any teacher or other person who wishes to have these publications will be placed on the University's mailing list on request.

5. A letter signed with initials and surname only is assumed, by the Extension Office, to have been written by a man. No other assumption would seem to be possible. A woman is expected to indicate whether she should be addressed as Miss or Mrs.

6. Certificates should always be sent by registered mail.

7. Fees are always payable in advance.

8. Remittance should be made by Money Order payable to the University of Toronto; if cheques are used they should be made payable to the University of Toronto, and those remitting from outside of Toronto should see that fifteen cents is added for exchange.

9. The Library of the Department of Education, Parliament Buildings, Toronto, is available for the use of all Ontario teachers and the Department is anxious that every teacher should make use of it. There are no fees—the teachers pay only return postage on books borrowed.

10. The Teachers' Course is available only to teachers and others in the Province of Ontario. This restriction is made because the University of Toronto wishes to avoid encroaching on the territory of any other Provincial University.

11. Enquiries regarding the Summer Courses conducted by the Department of Education in Upper School, Middle School, commercial and other subjects should not be addressed to the Extension Office of the University, but to the Deputy Minister, Department of Education, Parliament Buildings, Toronto.

12. Correspondence Courses in Middle School, Upper School, and commercial subjects commence in September; in Arts work, in October. Students beginning work later than these months receive all bulletins for the year to date, except that in some subjects of the Teachers' Course it is difficult to overtake the work unless the student commences in October. Answers to bulletins are returned weekly, fortnightly, or monthly according to subject.

CORRESPONDENCE COURSES

CORRESPONDENCE WORK IN UPPER SCHOOL, MIDDLE SCHOOL, COMMERCIAL SUBJECTS, AND FORESTRY

(Teachers in the first two of these courses should make themselves thoroughly familiar with the contents of "Courses of Study and Examinations of the High Schools, Collegiate Institutes, and Continuation Schools" which has been issued by the Ontario Department of Education.)

The Ontario Department of Education offers instruction to teachers during the summer in the subjects of the Upper School, Middle School, and Commercial Courses.

So short is the time for work during the Summer Session that it has been found to be in every way most desirable that every teacher who proposes taking a summer course should prepare the subjects during the winter. Teachers of experience will at once recognize that the necessity for some such preparation cannot be too strongly emphasized.

Because private study is difficult, usually unsatisfactory, and often spasmodic, the University offers correspondence work in the subjects of the Upper School, Middle School, and Commercial Courses. This assistance is given in the form of question bulletins prepared by competent instructors now engaged in teaching the work, and sent out monthly to students. The answers to these bulletins are sent to this office, are corrected by the instructors, and returned to the writers. For this service a small fee is charged.

The subjects and correspondence fees are as follows:

Upper School—English Literature, \$5.00; English Composition and Rhetoric, \$3.00; Latin, \$8.00; French, \$8.00; German, \$8.00; Greek, \$8.00; Algebra, \$5.00; Geometry, \$5.00; Trigonometry, \$5.00; History, \$5.00; Biology (Botany, \$5.00, and Zoology, \$5.00); Physics, \$5.00; Chemistry, \$5.00.

Middle School—English Literature, \$5.00; English Composition, \$3.00; British History, \$5.00; Ancient History, \$5.00; Algebra, \$5.00; Geometry, \$5.00; Physics, \$5.00; Chemistry, \$5.00; Latin, \$8.00; French, \$8.00; Greek, \$8.00.

Commerce

The Elementary Certificate—Stenography (Theory and Practice), \$5.00; Typewriting, \$5.00; Business Correspondence and Office Practice, \$5.00; Book-keeping (Theory and Practice), \$5.00; Business Practice and Business Law, \$5.00; Penmanship, \$3.00; Mercantile Arithmetic, \$5.00.

Specialists' Certificate—Arithmetic of Investment, \$5.00; Auditing, \$5.00.

Instruction by correspondence is not offered in the other subjects required for the Specialists' Certificate. Teachers should write to the Deputy Minister, Department of Education, for the circular which gives full details of the commercial course.

The subjects may be taken in any order and any number of subjects may be taken at one examination. Students are advised to take by correspondence those subjects they wish to write on in the following August. The summer school offers an excellent opportunity to complete and review the work.

Students should not attempt too much. In particular, book-keeping and shorthand should not be taken in the same year.

The Elementary Certificate may be obtained by those qualified to teach in Public, Separate, Continuation or High Schools.

The Specialists' Certificate may be obtained by those who hold a High School Assistant's Certificate.

Certificates of graduation in the present Honour courses in Political Science of the University of Toronto, Queen's University, and McMaster University will be accepted in lieu of the additional examination prescribed for the Specialists' Certificate.

The Summer Courses for Upper School, Middle School, and Commercial Specialists' Certificates are entirely under the control of the Department of Education. All that the Extension Office of the University does is to provide assistance by correspondence during the winter session as a preparation for the summer courses. Those summer courses are open only to persons actually engaged in teaching in Ontario, and the taking of a correspondence course through this office does not mean that the Department of Education will necessarily admit the student to its summer courses.

A teacher who holds a Second Class certificate and who wishes to proceed for a B.A. degree should first take the Upper School course and secure a First Class certificate. By adopting this suggestion teachers will improve their professional status and, probably, their salaries. It is necessary to bear in mind that, in choosing options in the Upper School course, one should choose subjects that can be credited on the First Year of the Arts course. For example, Latin and French should be selected, also Algebra and Geometry. (See list of First Year subjects on page 3.) By following this procedure, the teacher accomplishes two purposes, completing the Upper School course and also the First Year of the Arts course.

The Upper School work is given in evening classes which are conducted by Boards of Education and other organizations in some centres in Ontario. Teachers who are not in a position to take advantage of such evening classes should proceed by means of the correspondence work offered by the Extension Office and the summer courses conducted by the Department of Education. Upper School and Middle School examinations may be written by teachers in either June or August at any of the centres arranged by the Department of Education.

Forestry

This Department has arranged with the Dean of the Faculty of Forestry to give a correspondence course of thirty lessons in Elementary Forestry. This course will not lead to any formal certificate or degree, but will be of a great deal of practical value. There are no academic requirements for entrance. The fee for the course is \$15.00, payable in advance. Each lesson is to be answered and returned to this office. It will then be corrected and returned to the student.

The course will include lessons on the identification of trees and the relationships of trees and forests to environmental factors, such as soils, light, temperature, humidity; a description of the forest conditions with reference to present and future supplies; an outline of methods of obtaining natural regeneration that might lead to continuous supplies; methods of artificial regeneration as used in forest planting; the uses of wood and description of logging operations in the various portions of the country.

These lessons will be conducted largely as directed reading, that is, the student will be given a book and will be asked questions upon his reading.

An application form will be sent on request.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

Degree of Bachelor of Pedagogy (B.Paed.)

The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

1. The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce.

2. The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions. A High School Assistant's, or First Class, or Second Class certificate valid in Ontario or a regular course in an approved training school for teachers will be accepted in lieu of attendance during one of these regular sessions or one of the Summer Sessions.

3. The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular session and not more than one during a Summer Session.

Candidates who, under Section 2 above, are exempted from attendance during one regular session or one Summer Session will be exempted also from the instruction and examination in one of the three subjects, provided that the degree be awarded only to candidates who have taken the instruction and examinations in at least one subject in each of the two groups of subjects.

4. The examinations shall be held in May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat

defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

5. The fee for registration is \$5.00. The fee for the Summer Session is \$10.00, the fee for the regular Session, which shall include the examination and library fees, is \$25.00. The fee for examination is \$3.00 for each subject. The fee for the degree is \$20.00. All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

6. The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject, and 66 per cent. of the aggregate of marks, shall be awarded a degree with Second Class Honours. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with First Class Honours. On the report of the instructors concerned, a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

7. Subjects of Instruction and Examination:

(a) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(b) Educational Psychology. (Two papers.)

(c) The History of Education in Western Europe and North America in modern times, with special reference to Ontario, Great Britain, and the United States. (Two papers.)

(d) Educational Administration in Great Britain, the United States, France, and Germany, with special reference to the administration and organization of education in Ontario. (Two papers.)

Degree of Doctor of Pedagogy (D.Paed.)

The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

1. The candidate shall hold an approved degree in Arts or Science or in the applied sciences of Agriculture, Engineering, or Commerce.

2. The candidate shall be in attendance at the Ontario College of Education during three regular College Sessions or four Summer Sessions. A High School Assistant's, First Class, or Second Class certificate valid in Ontario, or a regular course in an approved training school for teachers will be accepted in lieu of the attendance during one of these regular Sessions or one of the Summer Sessions.

3. The course shall consist of the four subjects and a thesis as defined in Sections 5 and 7. The subjects may be taken in any order, provided that not more than two be taken in any regular Session and not more than one in any Summer Session. Candidates who, under Section 2, are exempted from attendance during one regular Session or one Summer Session will be exempted also from the instruction and examination in one of the four subjects.

4. The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, etc., as obtain with the Bachelor's degree.

5. The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on some educational topic selected with the approval of the Ontario College of Education. In valuing this thesis literary excellence, as well as

the discussion of the subject, will be taken into account. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof.

6. The fee for registration, if not already registered in the B.Paed. courses, is \$5.00. The fee for the Summer Session is \$10.00; that for the regular Session, which shall include the examination and library fees, \$25.00. The fee for examination is \$3.00 for each subject. The fee for the degree is \$25.00. All fees shall be paid to the Bursar with the application.

7. Subjects of Instruction and Examination:

(a) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(b) Educational Psychology. (Two papers.)

(c) The History of Education in Western Europe and North America in modern times, with special reference to Ontario, Great Britain, and the United States. (Two papers.)

(d) Educational Administration in Great Britain, the United States, France, and Germany, with special reference to the administration and organization of education in Ontario. (Two papers.)

OTHER TYPES OF EXTENSION SERVICE

1. *Urban Tutorial Classes*—These are intended for persons who have already a good education, but are desirous of following a definite course of study and reading, usually in English Literature, Economics, Journalism, Psychology, French, Public Speaking, Household Science. The work taken is arranged in accordance with the wishes of the majority of the class. The class meets once a week for twenty weeks under the tuition of an experienced professor. The minimum number of students must be twenty. There are no entrance requirements, no examinations, no certificates. Other subjects are provided, if there are sufficient applications. The fee is \$5.00 per student per annum for each class.

2. *Workers' Educational Association Classes*—These classes are intended for working men and women, and the instruction is designed to meet their needs. W.E.A. classes are being conducted in Toronto, Hamilton, Stratford, Brantford, Woodstock, Windsor, and Galt, and are in process of organization in other places. Classes meet one evening per week per subject. Discussion is encouraged.

3. *Rural Tutorial Classes*—These are arranged in rural communities and in small villages. The instruction is almost invariably in English Literature and History, including current events. Classes meet for two hours on one evening of each week.

4. *Extension Lectures*—University professors are prepared to give single lectures, or courses of lectures, anywhere in Ontario. A bulletin containing a list of subjects will be mailed on request. These lectures are on popular topics of interest to the general public. The cost of each lecture is \$10.00. The University pays the travelling, but not the entertainment, expenses of the lecturer.

5. *Short Courses*—There are also conducted at the University, at different times throughout the year, Extension Courses for Farmers, for Journalists, for Town-Planners, for Export Managers, for Nurses, and for those interested in Life Insurance.

6. *Extension Library*—For correspondence students in Arts, Upper School, and Middle School subjects, there is a supply of books available for loan for two-week periods on application to the Extension Office. These books are chiefly on History, English, and Psychology.]

7. *Star Maps*—These maps, which show the positions of planets, stars, and constellations at different times of the year, are supplied at the rate of one cent each. There are four of these star maps: one for November, December, and January; another for February, March, and April; a third for May, June, and July; and a fourth for August, September, and October. Those wishing to secure these maps should state for which quarter of the year the maps are required and should remit cost with the order.

8. *Lantern Slides*—A few sets of lantern slides illustrative of stars, planets, constellations, etc., are available for loan to responsible organizations. An explanatory bulletin accompanies these so that any one with a fair knowledge of astronomy can give, with the aid of the slides, an interesting lecture on the subject. The organization borrowing these slides pays express charges both ways and is responsible for breakages; there is no other cost. Arrangements may be made to secure the loan of slides on almost any subject if reasonable notice is given.

9. *Fur Trade and Pulp and Paper Industry*—Theses on various phases of the fur trade and on the pulp and paper industry have been prepared as a result of research in the Department of Political Economy and will be loaned for two-week periods on request.

The Provincial University is anxious to serve, to the limits of its financial resources and the size of its staff, the interests of the people of its constituency, which is the Province of Ontario. Each year more than 3,000 adults take instruction in the various extension courses and

classes, while more than 18,000 others are served by extension lectures. Detailed descriptive literature on all types of extension service is available on request. Suggestions regarding the educational needs of any locality are welcomed. Additional forms of extension service are arranged as the need for them arises.

COURSE IN OCCUPATIONAL THERAPY

The Department of University Extension conducts a two-year course leading to a university diploma in Occupational Therapy. The entrance requirement is Junior or Pass Matriculation or its equivalent. The purpose of the course is to train young women so that they may be qualified to act as therapists in government institutions, mental hospitals, homes for incurables, sanatoria, general hospitals, orthopedic hospitals, and private homes. The work of a duly qualified occupational therapist consists in rehabilitating patients by providing them with interesting occupations designed not only to exercise and so to restore limbs which may have been injured but also to keep the mind engaged and so to prevent the patient becoming morose. By expert attention to these two allied aims injured men, women, and children are frequently brought back to health and have been able to resume their regular occupations when otherwise a physical and mental recovery would not have been possible. Occupational Therapy is, therefore, a valuable supplement to the work of the physician and surgeon and the demand for qualified aides is rapidly growing.

COURSE IN TEACHING AND ADMINISTRATION FOR GRADUATE NURSES

This is a one-year course leading to a university certificate and is open to graduate nurses who hold Junior or Pass Matriculation or its equivalent. It is designed to give training for teaching and administrative positions in hospitals. This course is under the direction of the Department of University Extension working in co-operation with the Department of Public Health Nursing.

Bulletins giving full particulars of the two courses mentioned above will be sent promptly on request. Letters should be addressed to the Department of University Extension.

PUBLICATIONS

The Department of University Extension and Publicity publishes each year numerous booklets and pamphlets of interest to the general public. Any of these publications will be sent, free of cost, to those who ask for them. "The First One Hundred Years" gives a history of the University of Toronto and an outline of its work to-day. "Small Houses of the 18th and 19th Centuries in Ontario," "Opportunities for Graduates in Science in the Faculty of Arts," "Opportunities for Graduates in Applied Science and Engineering," bulletins of the Royal Ontario Museums of Archaeology and Zoology, a recent bulletin on the work of the Department of Architecture, and another on "Lighting" are a few of those available on request.

